



**WESTERN COVENTRY FIRE DISTRICT**  
**1110 Victory Highway, Greene, Rhode Island 02827**  
**Phone (401) 397-7520 - Fax (401) 397-1084**

**[www.wcfd.net](http://www.wcfd.net)**

**Board of Directors Meeting**  
**Monday, 16 September, 2013, 7:00 P.M.**  
**MINUTES**  
*(Posted 14 September, 2013)*

**Members Present**

*Chairman John Humble*  
*Richard Holt*  
*Jonathan Farnum*  
*Robert Hevey*

*Joan Smith, Tax Collector*  
*Chief Steven Quattrini*  
*Cheryl Wilcox, Clerk*

*Chuck Smith*

*Robert Guastini*

*Excused:*  
*WCS Mays III, Moderator*

- 1. *Call to Order and Attendance*** – The Chairman called the meeting to order at 7:00 p.m.
- 2. *Confirmation of required meeting posting and quorum*** – The Chairman confirmed that there was a quorum present and the meeting was posted in all required locations.
- 3. *Draft and mail letter to WCFD taxpayers addressing consolidation of Districts*** – Mr. Humble stated that, with the tax bills due to go out, he would like the opportunity to send a message to the taxpayers that the BOD is watching the situations that are going on with other fire districts. That was the reason that a draft letter had been emailed to the members for discussion at the meeting. Discussion on the length of the letter was that it was too long and did not catch the readers in the beginning and therefore as written it would not be read by the taxpayers. Mr. Hevey passed out a redlined version of original letter that attempted to shorten the letter. Mr. Farnum suggested that we add the tax rate information to the beginning of the letter to hook the readers so that they read the letter. The BOD's also felt that it is an opportunity to reach out to the taxpayers to generate interest in getting involved with the District both as administrators and volunteers. All members vote aye to send the letter out to the taxpayers. The BOD reviewed the letter with the discussed changes and make additional punctuation, grammar, and spelling changes. The board discussed the timeline for issue and it was noted that the printer that had printed the annual meeting packages was available to print the letter on short notice. Mr. Hevey will email the two page letter to members for review at home and report any final changes at the next meeting on September 19th.

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*Board of Directors*

*John Humble – Chairperson, Robert Hevey, Richard Holt, Robert Guastini, Jonathan Farnum*

*District Officers*

*WCS Mays III – Moderator, Joan Smith – Tax Collector, Glenn Underwood – Treasurer,*  
*Chief Steven Quattrini*

*Cheryl Wilcox – Clerk*

4. ***New Business*** – n/a
5. ***Open Forum*** – n/a
6. ***Schedule next BOD meeting*** – the next BOD's meeting is scheduled for September 19, 2013.
7. ***Adjournment*** – a motion is made by Mr. Guastini and seconded by Mr. Farnum to adjourn the meeting at 9:49 p.m. All voted aye. Motion carried.

DRAFT

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